Annual Report

Department of Special Collections

Columbia University Libraries

July 1, 1965 - June 30, 1966

Contents

General Introduction (Roland Baughman)	p. 1- 4
Status of the Collections (Alice M. Bonnell)	p. 5- 8
Use of the Collections (Kenneth A. Lohf)	p. 9-12
Columbiana report (Alice M. Bonnell)	p. 13-17
Russian Archive report (Lev F. Magerovsky)	p. 18-20
Statistical summaries	p. 21-27

General Introduction

The chief purpose of this part of the Special Collections annual report for 1965/66 is to introduce the more detailed accounts of specific parts of our function by Miss Alice Bonnell, Mr. Kenneth A. Lohf, and Mr. Lev Mngerovsky -- which accounts are appended hereto.

The year has seen a remarkable increase in reader use of manuscripts and in the rate at which such resources are being accumulated; but this has come to have a very repetitious sound in the reports of the Special Collections department. So repetitious, indeed, that our statements no longer impress anyone, including ourselves. But the fact remains that our physical facilities for consultation and storage are being sorely taxed, and we are accordingly greatly heartened to know that new quarters for the department are at or near the top of the list for achievement under the University's soon-to-be-announced "Columbia Campaign". The undersigned is even now occupied with developing a detailed concensus of the department's needs.

Special mention should be made of the acquisitions which have flowed into the collection, both by purchase and by gift. During the report year we expended $25,646.69, of which $19,493.79 represented funds allotted to the Department, $3,596.30 came from gift funds, chiefly the Friends' Book Account, and $2,596.60 came from reserve and other funds not allotted to Special Collections. By these means were acquired 262 books, 30 manuscripts, and 5 collections; and 8 appraisals and 5 miscellaneous items were also acquired. A more detailed break-down is given in the accompanying chart.

Fund	Books	Manuscripts	Collections	Appraisals	Miscellaneous	TOTAL
General 293	37 $1,804.80	1 $200.00	1 $300.00		2 $125.00	$2,429.80
Bancroft 4-293	107 $3,392.00	21 $1,707.00	4 $1,180.00	8 $735.00	3 $34.19	$7,048.19
Epstean 429	1 $75.00					$75.00
Smith 482	26 $3,130.00	4 $1,950.00				$5,080.00
Ulmann 484	27 $892.50	1 $200.00				$1,092.50
Lodge 497	45 $3,768.30					$3,768.30
Halsband 532	4 $49.50	1 $112.00				$161.30
Friends 533	4 $1,175.00	1 $1,750.00				$2,925.00
Thorndike 588	5 $510.00					$510.00
Reserve Fd. 350	4 $406.60					$406.60
Reserve Res. 6353	1 $1,040.00	1 $1,000.00				$2,040.00
Classics 110	1 $110.00					$110.00
TOTAL	262 $16,353.70	30 $6,919.00	5 $1,480.00	8 $735.00	5 $159.19	$25,646.69

Among the purchases were the following especially notable items: two classical works exquisitely bound by Roger Payne (Aeschylus, Tragoediae Septem, 1795, and Diogenes Laertius, De Vitis, 1692, 2 vols.); six 15th-century works, of which one (Cicero, Orationes, 1483) is unique in this country; William Blake's Illustrations of the Book of Job, 1825 (Engel Fund); one of four known manuscript copies of Leone Ebreo's Dialoghi d'amore, libro III, ca. 1530; a manuscript volume of orders, commissions, and instructions from the Continental Congress to John Jay while he was in Madrid from 1779 to 1780, in the handwriting of Henry Brockholst Livingston; a complete run of the Kenyon College literary magazine, Hika, for the years of Robert Lowell's involvement, 1938-40; and two early English translations of classical works (Curtius Rufus, The Great Alexander, 1592, and Ovid, The XV Bookes, 1593). Also to be mentioned are four letters by William Morris to Rev. George Bainton, April-May, 1888, explaining his stand on socialism; a collection of 4,393 pieces representing the surviving files of R. Hoe & Co., manufacturers of printing equipment; a collection of more then 50 letters, etc., from Van Wyck Brooks to Cyril Clemens; and a collection of 19 rare first editions of works by William Faulkner.

The year was especially noteworthy for the importance and value of the gifts that have come to Special Collections. Most of these have been fully described in "Our Growing Collections" in the Columbia Library Columns, but a few that have come since the latest issue of that magazine went to press should be noted here: 19 letters from Mark Twain to Dorothy Sturgis, a member of his girls' club, "Angel-Fish Aquarium", 1908-9, the gift of Henry Rogers Benjamin; a collection of important political and historical letters to Professor Richard B. Morris, the gift of Professor Morris; a collection of 28 editions of the works of Horace, made by the late George Macy and presented in his honor by Mrs. Macy; and the very rare 1499 edition of Gesta Romanorum, presented by the Columbia Class of 1923.

In all, there were 52 donations totaling $202,757.75 in appraised or estimated value.

In conclusion, it should be noted that some 558 reference letters were written by members of the department staff, not including those stemming from Columbiana and the Russian Archive; and there were the following public exhibitions

on view in the 3rd-floor exhibition area:

NEW YORK'S 300 YEARS
Butler Library, 3rd Floor. June 14, 1965 - November 14, 1965.

TURKISTAN, HISTORIC AND MODERN
Butler Library, 3rd Floor. November 15, 1965 - January 21, 1966.

JOHN JAY: PEACEMAKER
Butler Library, 3rd Floor. January 22, 1966 - March 3, 1966.

FREDERIC WILLIAM GOUDY 1865-1947. A COMMEMORATIVE EXHIBITION ARRANGED AND DESCRIBED BY ROLAND BAUGHMAN.
Butler Library, 3rd Floor. March 8, 1966 - May 3, 1966.

FIFTEENTH CENTURY BOOKS; THE ONLY COPIES IN AMERICA.
Butler Library 3rd Floor. May 4, 1966 -

Respectfully submitted,

Roland Baughman
Head of Special Collections

16 September 1966.

STATUS OF THE COLLECTIONS
Alice H. Bonnell - Assistant Librarian

1. Development and Maintenance of the Collections

A. Printed Materials

Acquisitions

The collections have been increased this year by the addition of 3882 new volumes, 2240 catalogued and 1642 uncatalogued.

Among the outstanding gifts were the following: a collection of sheet music, mainly American of the 19th century, which includes about 200 first and later editions of Stephen Foster's music, the gift of Mr. and Mrs. Alfred Berol; a collection of 81 titles issued by the Mosher Press which add considerable strength to Columbia's holdings of the work of this press, the gift of Aaron Rabinowitz; Mr. William Brown Meloney presented 149 titles from his private library, including many items of the 16th and 17th centuries; Mrs. George Macy continued her gift of the annual output of the Limited Editions Club, as did the American Institute of Graphic Arts with its gift of the Fifty Books of the Year; considerable addition was made to the library of the late Dean Virginia Gildersleeve; and Mr. Daniel Longwell made substantial contributions to the Winston Churchill Collection.

Outstanding among the purchases this year were six incunabula, some of which are the only copies recorded for American libraries; William Blake's Illustrations of the Book of Job, 1825; and two works in fine Roger Payne bindings, Diogenes Laertius De Vitis, 1692, and Aeschylus Tragoediae septem, 1795.

Cataloging

The cataloging of printed materials, as in years past, has included titles from new as well as previous acquisitions. Catalogued this year were 3158 volumes, an increase of 372 volumes over the 1964/65 figure. Of this number 2240 were new additions. The cataloging of the tremendous backlog of materials

acquired in previous years has been virtually at a standstill again this year - Seligman (51 processed), Smith (3), Lodge (58), Plimpton (48), etc. The Harris-Oliphant Collection (books) and some volumes from the Hitchcock and Conway Collections were processed for "B", representing with Park Benjamin (288) the major cataloging activity for these former acquisitions.

The total recorded holdings as of June 30, 1966 in printed materials stands at 222,481 volumes.

B. Manuscripts and Manuscript Collections

Acquisitions

The department's holdings have been increased by the addition of 44 individual manuscripts and 10 manuscript collections (ca. 36,691 pieces). The latter include the papers of Charles C. Williamson, presented by Mrs. Williamson; the papers of Karl Polanyi, presented by his wife; the James Otis Hoyt family papers, presented by Joseph Katz of Miami University; Mrs. John Day presented her husband's notes and papers relating to Columbia papyri; Louisa Kent has presented a collection of correspondence and papers of Chancellor James Kent; the papers of Robert Flaherty, film producer, presented by his widow, through Erik Barnouw; The Jacob Podell Collection (Franklin D. Roosevelt) presented by his children. These are only a slight representation of the many generous gifts that have been received. In addition 16 collections already established were increased by further donations, including Barnum-Berlioz, Gellhorn, Genevieve Earle, Lasker, Richard B. Morris, Bourne, Dewey, Nevins, Salisbury, Van Doren, Wouk and Westervelt papers, etc.

Among the manuscripts purchased, some of the outstanding are: four letters on socialism by William Morris; Leone Ebreo's Dialoghi d'Amore, libri III, written in Italy about 1530; manuscript volume of orders, commissions, and instructions between the Continental Congress and John Jay in Madrid (1779-1780)

and
in the hand of Henry Brockholst Livingston;/the surviving files of R. Hoe & Co., manufacturers of printing machinery

The Authors' Manuscripts Collection was increased by the addition of materials from Professor Charles Frankel and Donald Keene.

The Oral History Research Office filed 64 memoirs including those of Earl Browder, Martin Luther King, Barbara Ward, Robert Lowell and Mary Lasker.

Cataloging

36,302 individual letters and documents were processed in Special Collections for 77 collections including General Manuscript, Barnard, Bayle, Benjamin, Bourne, Boyesen, Butler, Clark, J. B., Clark, J. M., Conway, Earle, Erskine, Gay, Gellhorn, Hoyt, Jay, Lasserson, Lasker, Montgomery, Perkins, Polanyi, Salzer, Seligman, Smith, Stokes, Vanderlip, Van Doren, Woodbridge, etc. This figure is considerably below that of 1964/65 (266,798) and may reflect more complete cataloging for the items processed. Madame Jeanne Dureau, an expert in handwriting of the middle ages and renaissance, was employed to catalogue the documents in the D. E. Smith collection, dating from the 11th century to the 19th century. Madame Dureau catalogued 2066 documents from 1050 A.D. to 1750 A.D. chiefly in Latin and French. The rest of the Collection except for a few oversize pieces has been completed also.

Total recorded holdings - Manuscripts - June 30, 1966

Book Manuscripts	4820
Oral History Research Office-Memoirs	933 v.
Manuscript Collections	455
Masters' Essays	4375 v.
Cuneiform Tablets	502 ca.

C. Binding

The major unsolved problem in the binding area remains the repair of fine leather bindings, many of them executed by the great binders of the 16th - 18th centuries. Since these volumes are usually of interest to readers for their text rather than for their bindings, they are handled with some frequency even though many of them are in serious need of repair. As noted in last year's report, [illegible]

this sort of repair work, which is necessarily highly skilled, is not undertaken by either the commercial bindery or the Columbia bindery.

In 1965/66 396 volumes were sent to the commercial binder of which 230 volumes, plus 208 volumes of Master's Essays, have been returned to Special Collections. 282 volumes were sent to the Columbia bindery for board portfolio and pamphlet binding. 369 were returned including some sent in 1964/65. 52 volumes were sent to be laminated of which 22 have been completed and returned to Special Collections.

Book oiling is still not the routine activity it should be for the proper care of leather binding, due chiefly to the lack of staff time for this activity. 55 volumes were oiled and polished this year.

USE OF THE COLLECTIONS
Kenneth A. Lohf -- Readers Service Librarian

Whatever our other accomplishments and problems of the past year might be, the one outstanding fact that overshadows all others in this report is the spectacular increase in manuscript use. The number of manuscripts serviced in the reading room increased nearly 130 percent over the previous year. The statistics for the past seven years for both books and manuscripts are as follows:

	Manuscripts	Books
1959/60	3,825	10,488
1960/61	5,106	9,629
1961/62	13,211	10,114
1962/63	11,861	9,614
1963/64	26,622	10,064
1964/65	128,708	10,980
1965/66	295/936	12,314

Each year we believe that manuscript use will level off, but it is now obvious that one cannot predict the research needs of graduate students and faculty members. One fact that is apparent is that as resources increase so does use, and additions to our manuscript collections continue to rise, as covered elsewhere in this report. With this increase in manuscript resources and use, it is apparent that our staff should be strengthened in this area in order to assure the maintenance of a high level of service. We should have on our staff a Manuscripts Librarian whose primary responsibility would be the acquisition, processing, cataloging, and reference access to these materials. This position is needed not only to do bibliographical justice to our unique archives, but to insure that full and proper use is made of them in the scholarly community which includes not only Columbia but universities in the rest of the country and world as well.

The use of books also increased this year, nearly 20 percent over the previous year. This marks the first time in several years that a significant rise in book use has occurred, and this pattern will certainly require close scrutiny in the coming years.

The number of readers' visits decreased slightly over the previous year. The statistics on readers for the past six years is as follows:

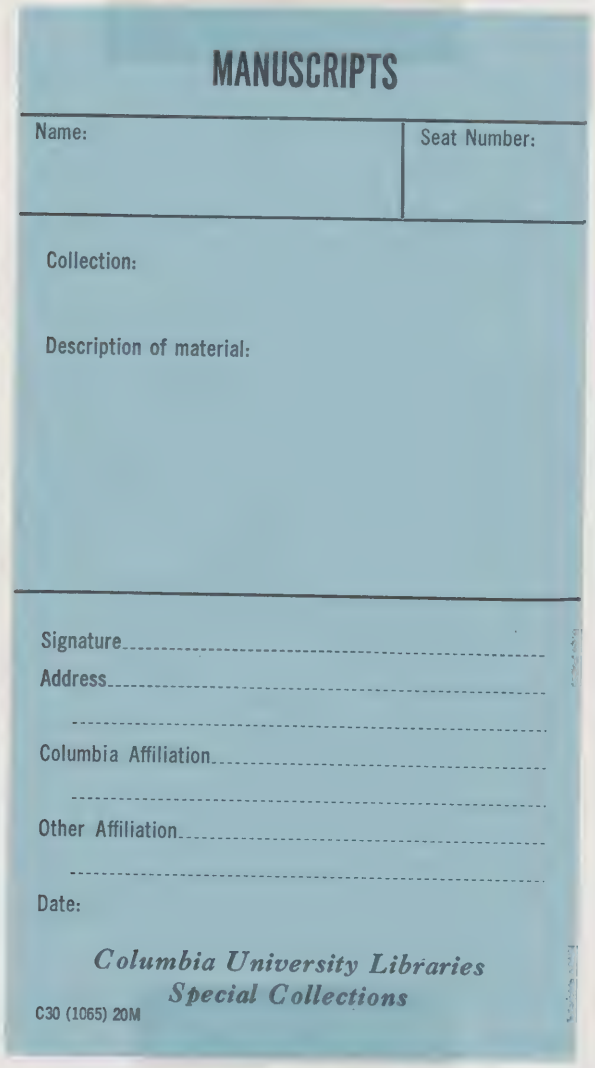
1960/61	5,876
1961/62	5,169
1962/63	6,289
1963/64	6,044
1964/65	6,342
1965/66	6,038

The conclusion that can be drawn from these compilations is that the individual reader's need is becoming more demanding and specialized, another factor which must be considered in planning the future staff of Special Collections. In this connection the problem of uncataloged materials must be stressed, for uncataloged books (now numbering well over 60,000 items) and uncataloged manuscripts (nearly a third of our holdings of two and a quarter million pieces) represent a serious deterrent to research and a complication of our reader-service processes. It is hoped that during this coming year the Cataloging Department hours devoted to Special Collections will be increased thereby allowing work to begin on specific portions of our book arrearages, but gains will necessarily be modest at first; and, if the measure suggested earlier in this report, namely the training of a Manuscripts Librarian, were adopted, it would go a long way toward alleviating the problem of uncataloged manuscripts.

In earlier annual reports we noted the need to revise and simplify our charging routines. Because of the greatly increased use of manuscripts and general activity in the reading room, the traditional ledger system of recording

use became impractical. Further, we have never had a call slip designed expressly for manuscripts, rather we attempted to adapt the general library call slip for this purpose, and as use increased we realized that it provided an inadequate means of recording readers' requests for collections, letters, documents, and the like.

Consequently, two call slips were designed, one for manuscripts, and another for printed books.



MANUSCRIPTS

Name: | Seat Number:

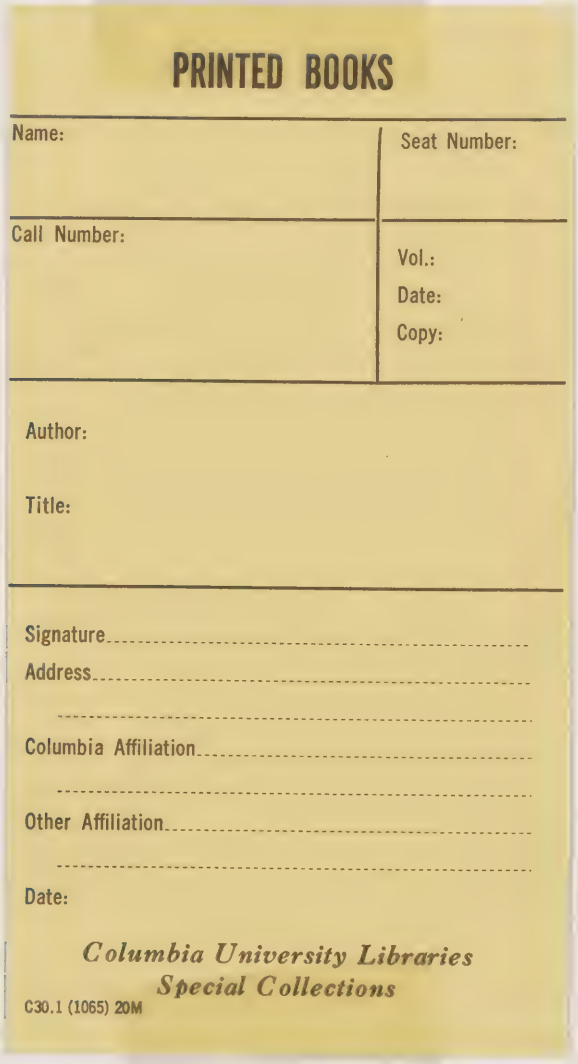
Collection:

Description of material:

Signature.....
Address.....
.....
Columbia Affiliation.....
.....
Other Affiliation.....
.....
Date:

Columbia University Libraries
Special Collections

C30 (1065) 20M



PRINTED BOOKS

Name: | Seat Number:

Call Number: | Vol.: Date: Copy:

Author:

Title:

Signature.....
Address.....
.....
Columbia Affiliation.....
.....
Other Affiliation.....
.....
Date:

Columbia University Libraries
Special Collections

C30.1 (1065) 20M

A comparison of the two forms reveals the different types of bibliographical information required for the two general types of material serviced by this department.

To improve security when especially valuable material is being used and to handle in a more orderly manner the increased number of readers, a further change was made in these call slips, namely, the assigning of a seat number to readers.

The seventeen desks in the reading room were numbered, and a reader is now assigned a seat when he submits his request. This system enables us to locate readers using valuable or fragile materials and those requiring complicated reference assistance at desks which can be more adequately supervised.

While a manuscript or book is in use the call slips are filed in an open box with slots for each desk. This enables the reading room attendant to survey use at any given time quickly and accurately. When an item is discharged the call slip then becomes our permanent record of use. This new charging system has been in effect since November 1st and has proven admirable during the succeeding eight months of this year, a period marked by a spectacular rise in manuscript use and a substantial rise in book use.

Last but not least, the skill and devotion of both our professional and clerical staffs is at a gratifying high level. It is only through their individual performances that we are able to offer the specialized services (despite our physical disadvantages) which scholars and researchers require and demand of us and our unique holdings.

COLUMBIANA
Annual Report - 1965/66

1. Development and Maintenance of the Collections

A. Printed Materials

Acquisitions

The collections have been increased in 1964/65 by the addition of 88 new volumes, 59 catalogued and 29 uncatalogued, by 101 additions to the Faculty Off-print collection and 50 volumes to the duplicate collection. Included among these are four volumes relating to mathematics and science by Professor Cassius Keyser; six volumes of University Bibliography for the years 1960-1963; Many a good crusade, by Virginia Gildersleeve; and volumes of the Bulletin and Register issues.

Cataloging and Indexing

Cataloging - 132 volumes were catalogued in 1965/66, 59 from new acquisitions and 73 from previous acquisitions. These were all serials as no cataloging has been done this year of regular books, due to the diversion of the Columbiana cataloguer to other work, and her non-replacement. The backlog of current non-catalogued material which has resulted is posing problems in shelving space and service.

Indexing (processing in Columbiana) - The 101 scrapbooks in Columbiana relating to Columbia activities, history or personnel, have been indexed under their main subject, i.e. Athletics, Columbia college, Mines, School of, Peck, Harry T., etc. This index is providing a quick reference to additional materials in these areas.

Additions have been made to the file of framed pictures and the Press Release file (almost daily). Likewise the daily additions to the clipping file continued to be mounted and filed. Good progress has been made in amalgamating clippings received from Journalism with the main file.

Total recorded holdings - Printed materials - 6/30/66 - 13239

B. Manuscripts and Manuscript Collections

Acquisitions

25 individual manuscripts and 7 manuscript collections were acquired during 1965/66. Among the former were two volumes of notes taken by Holland Thompson, A.M.1900, from the lectures of Professor Herbert Osgood in 1900, the gift of Joseph E. Wisan; The Minute book of the Debating Society, Class of 1909, the gift of Ward Melville; three autogrph letters from Henry Clay, Rufus Choate and John Calhoun, from the President's Office (these were transferred to Special Collections); the manuscript of a speech by Seth Low at a memorial service for John Crosby Brown, C.C. 1859, the gift of John Madden. Among the manuscript collections received were the Benjamin Franklin Miller (C.C.1830) Collection of lecture notes and memorabilia (a purchase); the Hohn Crosby Brown (C.C. 1859) correspondence and memorabilia, the gift of John C. B. Moore, as well as the papers of Albert Louis Wechsler, the lecture notes of Professor William O. Trapp (Journalism) a purchase; and a collection of notes from the lectures of John Dewey taken by Alice Chipman and Marion Dwight. Professor Gilbert Highet, chairman of the Greek and Latin Department presented the correspondence files of that Department (ca. 1910-1960) 53 boxes; and Dean Jacques Barzun added 8 boxes of correspondence and records of the Graduate Faculties to former acquisitions. A file of the Minutes and records of the Columbia College Council has been established by the Council. Two volumes were added this year.

Cataloging

Six manuscripts (prize-winning exhibits) were processed by the Cataloging Department, and 62 book manuscripts were processed in Special Collections, of which 25 are new acquisitions. 107 volumes were processed in Columbiana for the Departmental Records Collection and 70 volumes for the Administrative Records Collection. Of these 23 are new additions, the others from the backlog of materials awaiting cataloging.

[illegible] manuscript collections have been arranged and indexed - B. F. Miller [illegible], the Herbert Wechsler Papers and the John Crosby Brown Papers.

Total Recorded Holdings - Manuscripts - 6/30/66 .....

Manuscript collections 17
Book manuscripts 303
Original drawings 268

C. Other Materials

Among the acquisitions of non-book, non-manuscript materials were four diplomas of Edwin van Dyck (ph.b. 1888) William B. Walker (A.B. 1865) and John Crosby Brown,(A.B. 1859, A.M. 1862); three scrapbooks including the memorial volume to Howard I. Jacoby and eleven reels of tape recording the Isaac Ray and Speranza lecutres of 1964, the Barnard Convocation of January 22, 1964 (Queen Frederica of Greece), Commencement 1964; framed pictures (7), medals (2).

D. Binding

67 volumes were sent to the Binding Department this year for board portfolio protection, chiefly for new acquisitions. Two volumes were sent to outside bindery.

2. Bibliographic Control

Indexed were completed this year in Columbiana for the Administrative Records Collection, for the Film, Tape and Phonograph record Collection and a start has been made on the class records collection. There are still several groups of materials for which such records are needed, i.e. Alumni Records, Posters and Broadsides and Medals and Insignia.

3. Reference and Circulation

In 419 reader visits 1112 items were used in the Reading Room and 142 items sent for intramural or local interlibrary loan. The Reading Room use shows an increase over 1964/65 (978 v.) while the intramural loans show a decrease. In addition to requests for information received in the Reading Room, Columbiana receives many telephone and mail requests daily. No exact tally was taken of telephone calls but 135 reference letters were written during the year.

Chief among Columbiana's users are the Officers of Administration in

Low Library, the students of Columbia College, the News Office, the staff of Columbia College Today, The Alumni Federation, etc. Non-Columbia users have included Arthur Sheehan, a writer interested in the early photographs taken by Nathaniel Fish Moore; Natalie Layzell, Frohlich and Co., for pictures of the 49th Street campus and information for an article on that neighborhood; R. A. Howey for material on Edwin R. A. Seligman; Ernest E. Goodwin, Howard University, for bi-centennial materials to use as models for Howard's Centennial celebration; Dr. Brieger, Johns Hopkins, for materials on Stephen Smith and his contributions to Public Health; Dr. Wyndhorn D. Miles, National Institute of Health, for material and pictures of early chemical laboratories at Columbia; Mark Salisch, doctoral candidate at Teachers' College, for materials on finances for his thesis on the history of scholarships; Sister Mary Bridget of Seton Hall for material on Carleton J. Hayes; Percy Albert, Colgate College, for the history of the teaching of Russian at Columbia, etc. etc.

Intramural loans (89) were made chiefly to the Officers of Administration, , the Photograph Division and the Columbia University Press. Although as a rule Columbiana materials do not circulate, exceptions are made in the case of duplicates for business organizations and libraries outside Columbia. [illegible] items were so loaned in 1965/66.

4. Library Operations and Administrations

A. The King's College Room has been open to view this year as usual during Columbiana's regular hours of opening as well as for special functions as the Bancroft Dinner, etc. The daily flow of visitors continues although this year has seen fewer of the large group tours - mostly they average from three to seven persons. The Room continues to give pleasure to all who see it.

B. Exhibitions

On exhibit this year, beside the permanent exhibit of memorabilia, were the original sketches of "Great Moments in Columbia's History." These drawings, rotated during the year, create a great deal of interest among the visitors to Columbiana.

Staff

C. Staff

Carolle Carlson resigned as Reading Room Assistant, June 30, 1966 and Calvin Townsend as page as of May 1, 1966. Neither of these positions have been filled as of this report.

Part III

Problems:

In previous reports (1963/64, 1964/65) the necessity for the proper storage facilities for oil paintings not currently hung, and for oriental rugs used at Rotunda functions has been recorded. These problems are still unsolved and in the case of the paintings occupy space badly needed for Columbiana

Here, too, should be mentioned the fact that the continued exposure of the antique furniture in both the Columbiana Reading Room and the Kings College Room to the extremes of New York summer temperatures is beginning to have a deleterious effect, drying the glue and the wood and causing them to part in anumber of instances.

Alice M. Bonnell
Curator, Columbiana

Columbia University Libraries
Archive of Russian and East European History and Culture
ANNUAL REPORT: July I, 1965-June 30, 1966.

General.

The Archive is well known to the entire East European emigration as the central depository of historical materials. This is attested by our extensive correspondence and the acquisitions from various countries of Europe, Asia, Africa, both Americas, and Australia. Almost every exile is confident that the Archive always comes to the rescue of all those valuable materials which are threatened by destruction and oblivion, that the Archive fulfills to the last letter all conditions and restrictions imposed by the owners or custodians of accepted materials, and that the Archive never pursues any political goals, but is dedicated to the historical science, and is always trying to assist the objective scholar in performance of his task.

Main Purpose.

The Archive continues to execute its major task of gathering together the historical materials, since if not so gathered, many of these materials would be forever lost to any researchist-historian.

Year's Acquisitions.

According to the Inventory Card Index the following are the materials which the Archive has collected during the past year.

Archival collections (every collection as a unit) - 22 colls.

Manuscripts (mostly memoirs) 70 mss.

Epistolary collections - 7.

Type of Material	Holdings Last Fiscal Year	Additions This Year	Withdrawals This Year	Net Holdings This Fiscal Year
MANUSCRIPTS				
Reports for bachelor's degrees				
Master's essays				
Doctoral dissertations (include only those not handled by Cat. Div.)				
Music (Varsity Show scores)	7 boxes			7 boxes
Books, ~~letters~~, diaries, etc.	278 v.	25 v.		303 v.
Other (please specify)				
Manuscript Collections	10	7		17
Original drawings	268			268
Additions to Ms. Collec.		59 v.		
MICROTEXT (Include only those not handled by Cat. Div.)				
Microfilm				
Microcards				
Microprint				
Microfiches				
Other (please specify)				

Type of Material	Holdings Last Fiscal Year	Additions This Year	Withdrawals This Year	Net Holdings This Fiscal Year
4. AUDIO-VISUAL MATERIALS				
Films	1	3		4
Phonograph records	50			50
Slides				
Tape recordings (spool, reel)	11	11		22
Other (please specify)				
5. OTHER MATERIALS				
Broadsides	55			55
Leaflets (4 pages or less)				
Maps, Charts (in sheets)	74			74
Memoirs (Oral History)				
Memorabilia	3018 ca	2		3020 ca
Newspaper Clipping File	64 V.F. drawers 655 corres bx	ca 2000		64 v.f. drawers 665 corres bx.
Pamphlets (uncat.) Faculty	7550 ca	101		7651 ca
Photographs (framed) Off-prints	145	7		152
Pictures, prints, drawings, etc.	5 v.f. drawers 25 corres.bx	5		5 v.f. drawers 25 corres. bx
Tests				
Other (please specify)				
Scrapbooks	71	34		105
Press Releases	3 v.f. drawers	ca. 300		3 v.f. drawers

Special collections of various materials - 16

Of these materials, 75 per cent were acquired on a gift status and 25 per cent were purchased with small token payments.

Study and Appraisal.

Each acquisition required extensive preliminary study, research of its background, and lastly, the most delicate problem of all - a fair appraisal.

Correspondence Prior to Acquisition.

Almost every of the materials acquired was the result of an extensive and lengthy correspondence.

Resumes.

Each acquisition was base on a resume (summary) concerning its nature and value. The number of these resumes totalled about 120 for this year.

Subject and Person Card Index.

As soon as the acquired materials were read, cards were made out for them to constitute a Subject and Person (Name) Index which should cover all acquisitions.

Use of Materials.

In accordance with permission from Professor Philip E. Mosely, there were in the current year 43 Columbia University students visits. They used the materials pertaining to Russian Intellectual History of the 20 th century; Alexander Bogdanov and the Theory of Proletarian Culture; Red Army in 1918 - 1930; Constitutional Democratic Party (1917 through emigration); Russian Emigres in 1924-1917;

War, Peace,and Foreign Policy in the time of the Russian Provisional Government of 1917; The Political thought of Nikolai Bukharin; Propaganda and Information in World War I and World War 2; Woodrow Wilson and the Russian Revolution; Charles R.Crane and Lincoln Steffens and the Russian Revolutionn of 1917; the Spanish Golden Age Theater in Russia (1770 - 1917); The American Relief Administration in Russia in 1921 - 1923; Russian emigre historians in 1925 - 1955.

Non-Columbia University scholas paid 33 visits. They used the collections and materials pertaining to the following subjects: A Russian European: Paul Miliukov in Russian Politics, 1890-1918; M.N.Pokrovskii and the Society of Marxist Historians; V.K.Vynnychenko in 1911-1920; Russian Orthodox Church in 1700-1917; Hungary in 1956; Russia, Turkey and Kurdistan in 1900-1917; F.I.Rodichev and the Constitutional Democratic Party (1906 - 1917); The Reform Movement in Russian Orthodox Church in 1906 - 1917; The Political Thought and Activities of P.L.Lavrov ; M.M.Kovalevskii and P.L.Lavrov.

Prospects for the Coming Year.

Grouds have already been prepared for the acquisition of many new materials which will enter the Archive within the coming year.

Lev F. Magerovsky

Lev F. Magerovsky
Curator,Archive of Russian and East European
History and Culture .

Size and Growth of the Collections

Fiscal Year I965/I966.

Department : Special Collections, Archive of Russian and East European History and Culture (for a short description of its special charakter and of the various restrictions on the handling and use of its materials, see Manuscript Collections in the C.U.Libraries, p.77).

Reported by : Curator

Date: July IO, I966

Type of Materials	Holdings Last Fiscal Year	Additions This Year	Holdings This Fiscal Years
MANUSCRIPTS (mainly reminiscences,various notations,etc., I770-I960/	2357	70	2427
PHOTOGRAPHS (mostly illustrations to the memoirs,I870-I960)	I400	35	I435
Newspaper Clipping Files (chiefly connected with texts of memoirs, I890-I960)	552	I6	568
LEAFLETS of 4 pp or less(as parts of archival collections).	40I	IO	40I

COLUMBIA UNIVERSITY LIBRARIES

Size and Growth of the Collections

Fiscal Year 1965/66

artment: Special Collections Reported by: _____ Date: 7/11/66

Type of Material	Holdings Last Fiscal Year	Additions This Year	Withdrawals This Year	Net Holdings This Fiscal Year
BOOKS, PERIODICALS AND PAMPHLETS	220,813	3882	2314	222,481
Processed by Cataloging Div.		Supplied by Cataloging Div.		
Multiple copies withdrawn by Departments	XXXXXXXXXXX	XXXXXXXXX		XXXXXXXXXXXX
College Catalogs				
Maps and charts in cases	780ca	3		783ca
Music scores	150 ca	200		350 ca
Newspapers				
Pamphlets (see also Sec. 5)				
Prints, etc., in cases				
Technical reports				
Trade (manufacturers') catalogs				
(Book dealers & Auction House "Accessible," but uncataloged	12300 ca	500ca		12800ca
(types normally cataloged, not listed above)	63967 ca	1642	3955	61,654 ca

Type of Material	Holdings Last Fiscal Year	Additions This Year	Withdrawals This Year	Net Holdings This Fiscal Year
MANUSCRIPTS				
Reports for bachelor's degrees	394v.			394 v.
Master's essays	4167 v.	208 v.		4375 v.
Doctoral dissertations (include only those not handled by Cat. Div.)				
Music	6 boxes 37v.			6 boxes 37 v.
Books, letters, diaries, etc.	4816 v.	4		4820v.
Other (please specify)				
Manuscript Collections	445	10		455
Cuneiform Tablets	500 ca			500 ca.
MICROTEXT (Include only those not handled by Cat. Div.)				
Microfilm	576 reels			576 reels
Microcards				
Microprint				
Microfiches				
Other (please specify)				

Type of Material	Holdings Last Fiscal Year	Additions This Year	Withdrawals This Year	Net Holdings This Fiscal Year
4. AUDIO-VISUAL MATERIALS				
Films	5 reels			5 reels
Phonograph records	569 ca.			569 ca.
Slides		100		100
Tape recordings (spool, reel)	325 reels			325 reels
Other (please specify)				
5. OTHER MATERIALS				
Broadsides	2000 ca	51		2051 ca
Leaflets (4 pages or less)				
Maps, Charts (in sheets)	1211	158		1369
Memoirs (Oral History)	869v	64 v.		933v.
Memorabilia				
Newspaper Clipping File				
Pamphlets (uncat.)				
Photographs				
Pictures, prints, drawings, etc.	5 file dr.			5 file dr.
Tests				
Other (please specify)				
Epigraphy	159			159
Ostraca	500 ca			500ca
				C1(663)5C

COLUMBIA UNIVERSITY LIBRARIES

Size and Growth of the Collections

Fiscal Year 1965/66

artment: Columbiana Reported by: Alice H. Bonnell Date: 6/30/66

Type of Material	Holdings Last Fiscal Year	Additions This Year	Withdrawals This Year	Net Holdings This Fiscal Year
BOOKS, PERIODICALS AND PAMPHLETS	13278	88	127	13239
Processed by Cataloging Div.		Supplied by Cataloging Div.		
Multiple copies withdrawn by Departments	XXXXXXXXXXX	XXXXXXXXX		XXXXXXXXXXX
College Catalogs				
Maps and charts in cases				
Music scores				
Newspapers	277 v.	5		282 v.
Pamphlets (see also Sec. 5)				
Prints, etc., in cases				
Technical reports				
Trade (manufacturers') catalogs				
"Accessible," but uncataloged (types normally cataloged, not listed above)	665 ca.	29	73	621 ca.
Duplicates	2265 ca.	151		2416 ca.

CIRCULATION
~~MONTHLY~~ STATISTICS
Annual

COLUMBIA UNIVERSITY LIBRARIES

LIBRARY Columbiana DATE: 1965/66

Units	I. USE IN LIBRARY A. Reserve 1. Signed	2. Shelving	1. Signed	2. Shelving	II. CIRCULATION A. Reserve	B. Non reserve
Books			727			
Unbound periodicals						
Vertical file			361			
Graphic materials						
Microfilm						
Phonograph records						
Catalogs						
Rental reserves						
Manuscripts			24			
Sub-total						
TOTAL						
GRAND TOTAL		+	1112			

III. INTER & INTRALIBRARY LOANS	
A. Interlib. loan service	
B. Local interlib. loan service	53
C. Intralib. loan service	89
D. Photo service	
E. Technical services	126
TOTAL	268
Attendance: Total door count	Visitors: 2349 Readers: 419
Attendance: Average spot check	
Hours open during ~~month~~ year	940
Receipts for rental reserves	

For "Notes and Comments" use additional sheet.

R36.2(664)5C

CIRCULATION
~~MONTHLY~~ STATISTICS
ANNUAL

COLUMBIA UNIVERSITY LIBRARIES

LIBRARY Special Collections

DATE: 1965/66

Units	I. USE IN LIBRARY A. Reserve 1. Signed	2. Shelving	1. Signed	2. Shelving	II. CIRCULATION A. Reserve	B. Non reserve
Books			12314			
Unbound periodicals						
Vertical file						
Graphic materials						
Microfilm						
Phonograph records						
Catalogs						
Rental reserves						
Mss.			~~274,216~~			
Sub-total						
TOTAL						
GRAND TOTAL		+	~~286,530~~			

III. INTER & INTRALIBRARY LOANS	
A. Interlib. loan service	
B. Local interlib. loan service	408
C. Intralib. loan service	18954
D. Photo service	
E. Technical services	1400
TOTAL	20762
Attendance: Total door count	6038
Attendance: Average spot check	
Hours open during ~~month~~ year	2538
Receipts for rental reserves	

For "Notes and Comments" use additional sheet.

R36.2(664)5C

ANNUAL REPORT
1965/1966

STATISTICS

	1962/63	1963/64	1964/65	1965/66
Reader Visits	6289	6044	6342	6038
Use on Premises	21541	36686	139688	286530
Printed Materials	(9614)	(10064)	(10980)	(12314)
Manuscripts	(11927)	(26622)	(128708)	(274216)
Intramural use	3743	4210	3497	18954
Local I. L. Loan	28	11	92	408
Interlibrary Loan	0	0	0	0
Circulation	6	3	0	0
To Cataloging Dept.	(1728)	(571)	(943)	(722)
To Binding Dept.				
Local	(1351)	(769)	(413)	(282)
Commercial	(547)	(703)	(466)	(396)
Total use	25, 277	40, 910	143,277	305, 892

(Figures in parenthesis not included in the totals)

Growth of the Collections

I - Printed Materials

New Acquisitions, catalogued 2240

B	1170
B (ms. cat.)	30
Berlioz	16
Book Arts	40
COA (Masters' Essays)	208
Columbiana (Doc. Diss.)	637
Epstean	5
Johnson	3
Kilroe	1
Lodge	45
Macy	12
Papyrus and Epigraphy	6
Pulitzer	44
Reference	20
X	3

Previous Acquisitions, catalogued 918

B - from Harris Oliphant	335
from Hitchcock	14
from Conway	33
From Book Arts	103
from Typographic	70
Benjamin, Park	288
Book Arts	91
Dramatic Museum	44
Lodge	58

Previous acquisitions, catalogued (cont'd)

Macy 10
Phoenix 2
Plimpton 34
Seligman 51
Spinoza 2
Smith 3

Historical Maps, indexed and filed 11

New Acquisitions, uncatalogued 1642

AIGA 50
Berol (sheet music) 200
Huebsch .....1000 ca.
Incunabula 6
Longwell 5
Meloney 149
Mespoulet 198
Rabinowitz 81
Smith 26
Ulmann 27

Deposit Collections, additions to 1
(not included in Dept. holdings)
Medical Deposit 1

Transferred from Special Collections 2314

Book Arts to Avery 2
Conway to Lane 68
Hitchcock to Lane 27
Seligman to General Library 1628
Typographic to Graphic Arts 529
Typographic to Avery 52
Typographic to East Asiatics 8

Total Recorded Holdings - Printed Materials 6/30/65 ..... 220, 813

New Acquisitions Catalogued 2240
New Acquisitions Uncatalogued 1642
Transferred from Spec Coll..... 2314

Total Recorded Holdings - Printed materials 6/30/66 ..... 222, 481

II - Manuscripts and Manuscript Collections

New Acquisitions

Individual Manuscripts

Book manuscripts 14
Letters & Documents 30

Manuscript Collections .....10 (ca. 36,691 items)
Additions to Collections previously rec'd .....11 (ca. 9230 items)
Authors' manuscripts 2
Oral History Research Office - Memoirs .....64 v.

Manuscripts Processed

Book Manuscripts (processed) 24
X (processed in Cataloging Dept) 3
Gen Ms, Lodge, etc. (processed in S.C...21

Individual Letters and Documents 36,502
(processed in Spec Coll for 77 collections)

Total Recorded Holdings - Manuscripts 6/30/66

Book Manuscripts 4820
Manuscript Collections 455
Oral History Research Office 933
Masters' Essays .....4375 v.
Cuneiform Tablets 502

III - Other material received

Artzybaseff - 28 original paintings
Lantern Slides relating to the Lake Placid Club
and Melvil Dewey - ca. 100
Gildersleeve, Virginia - Oil painting by Harold Brett 1955
Berlioz, Hector - Lithographs 2 (Barzun)
Hamilton, Alexander - Photograph of painting at Yale Univ.

IV - No. of titles for which catalog cards have been received and filed ... 2721
(each title has a minimum of four cards)

V - Binding

Volumes sent to the commercial binder 396
Volumes received from the commercial binder 230
and Masters Essays 208
Volumes sent to the C. U. bindery 282
Volumes received from the C. U. bindery 369
Volumes sent for Lamination 52
Volumes returned from lamination 22

VI - Books oiled ..... 55 v.

COLUMBIANA
Annual Report - Statistics
1965/66

Part I

	1962/63	1963/64	1964/65	1965/66
Reader Visits	753	654	365	419
Visitors	5148	3652	2894	2349
Use on Premises	1250	2215	978	1112
Books	(1035)	(1353)	(603)	(727)
Manuscripts.....	(42)	....	(5)	(24)
Vertical File ..	(173)	(862)	(370)	(361)
Intramural use	353	211	152	89
Extramural use	117	16	46	53
To Cataloging Dept.....	(74)	(40)	(277)	(59)
To Binding Dept.....	(65)	(11)	(53)	(67)
Total	1720	2442	1176	1254

(Figures in parenthesis not counted in totals)

Growth of the Collections

New acquisitions, catalogued (serieals) 59
Previous acquisitions, catalogued (serials) 73
New acquisitions, uncatalogued (books & serials) 24
*Additions to duplicate collection 50
*Additions to Faculty Off-print Collections 101
*not included in departmental totals
Transferred from Columbiana 127
To Alfred Lane, Gifts & Exchanges 90
To Special Collections 37

Total recorded holdings - printed materials - 6/30/65 13278
New Acquisitions, catalogued 59
New Acquisitions, uncatalogued 29
Transferred from Columbiana.....127

Total recorded holdings - printed materials - 6/30/66 13239

Manuscripts and Manuscript Collections

Acquisitions

Individual manuscripts 25
Manuscript Collections 7
Additions to Collections already rec'd ..... 59 v.

Processing

Individual manuscripts	64
Manuscript Collections	3
Additions to collections	160 v.
Transferred to Special Collections	10 v.

III - Other Materials

Acquisitions

Diplomas	4
Tapes	11 reels
Film	1 reel
Framed pictures	7
Photograph Album	1
Medals	2
Scrapbooks	34

Alice H. Bonnell
Curator, Columbiana

EXHIBITIONS

July 1, 1964 - June 30, 1965

NEW YORK'S 300 YEARS
Butler Library, 3rd Floor. June 14, 1965 - November 14, 1965.

TURKISTAN, HISTORIC AND MODERN
Butler Library, 3rd Floor. November 15, 1965 - January 21, 1966.

JOHN JAY: PEACEMAKER
Butler Library, 3rd Floor. January 22, 1966 - March 3, 1966.

FREDERIC WILLIAM GOUDY 1865-1947. A COMMEMORATIVE EXHIBITION ARRANGED AND DESCRIBED BY ROLAND BAUGHMAN.
Butler Library, 3rd Floor. March 8, 1966 - May 3, 1966.

FIFTEENTH CENTURY BOOKS; THE ONLY COPIES IN AMERICA.
Butler Library, 3rd Floor. May 4, 1966 -

NUMBER OF READER VISITS TO THE SPECIAL COLLECTIONS READING ROOM: July 1965-June 1966.

1965		
July	598	
Aug	524	
Sep	298	
Oct	495	
Nov	520	
Dec	633	
1966		
Jan	432	
Feb	478	
Mar	605	
Apr	662	Sub-total: 5,245
May	445	
June	348	
		Total: 6,038